

Town of Darien  
Tokeneke and Royle School Building Committee  
Regular Meeting  
Thursday, August 29, 2013

MINUTES

Attendees: Deb Ritchie, Bruce Hill, David Genovese, Gwen Mogenson, Katie Stein, Mike Lynch,

Ms. Ritchie called the meeting to order at 9:35 AM. All members were present except Ms. Stein. Motion made by Mr. Hill and seconded by Mr. Genovese to approve agenda for this meeting. All voted in favor.

Motion made by Ms. Mogenson to approve minutes of the August 22<sup>nd</sup> meeting. Hill seconded, all voted in favor

Ms. Stein joined the meeting at 9:40.

The committee discussed the draft memo to the Board of Education, prepared by Mr. Genovese. Without being confrontational, we have concerns that the scale of the proposed construction will only meet near-term term needs, based on the enrollment projections, particularly since the projections do not include additional students coming in from The Heights and Kensett property developments. We are also asking for clarification if we can add HVAC work and library window replacement to the scope of work to be done at Royle. Mr. Genovese will revise the letter and Ms. Ritchie will e-mail the final version to the BOE Chair by the end of the week.

Mr. Lynch has assembled the RFP packages, modifying those used for the Tokeneke full school construction. The RFPs will go out just after Labor Day with a written response deadline of September 24<sup>th</sup>. The plan is then to invite the four architectural firms to present an overview of their work at the October 3<sup>rd</sup> meeting.

The committee would like to meet with BOE facilities sub-committee to discuss the enrollment projections and proposed school construction plans, perhaps as early as our next meeting, if it can be arranged.

Mr. Hill motioned to adjourn, Mr. Genovese seconded and the meeting was adjourned at 10:15 AM.

Respectfully submitted.  
Gwen Mogenson, Clerk